

Milton Selectboard Meeting

January 4, 2016 6:00 PM

Municipal Building Community Room

Selectboard Members Present: Darren Adams, Chair; John Bartlett, Clerk; Kenneth Nolan, Member, John Cushing; Member

Selectboard Members Not Present: Stuart King, Vice Chair

Staff Members Present: Donna Barlow Casey, Town Manager; John Gifford, Interim Finance Director; Erik Wells, Director- Administration & Community Services; Don Turner, Fire & Rescue Chief

Others Present: Fred Duplessis, CPA, Sullivan Powers & Co., P.C.

I. **Call to Order** – Adams called the meeting to order at 6:07 PM

II. **Flag Salute**- Adams led attendees in a salute to the flag

III. **Agenda Review**- Adams added to accept the resignation of Stuart King from the Selectboard as item B. Added discuss Selectboard message for Annual Report as Item C. Barlow Casey said the water/wastewater budget and capital improvement plan discussion will need to be delayed to a meeting the following week, and the FY '17 budget discussion could be moved to take place at the same time as that. The executive session will be moved up to follow new item C under new business, as Fred Duplessis will not arrive until approximately 7:30 for the audit discussion.

IV. **Public Forum**

V. **New Business**

A. Authorize FEMA Assistance to Firefighters Grant

Chief Don Turner stated this grant will be used to install a system in the rescue station to clean the air from exhaust fumes from ambulances. Under the current building layout the ambulance bay shares walls with both the kitchen and day room and the sleeping quarters. As a result diesel exhaust fumes that are generated during normal operations are trapped inside the building and travel throughout these spaces. This system would act to mitigate this issue.

The system costs approximately \$30,000 which the grant would pay for. The expense for the Town in terms of match and grant management would be approximately \$2,000.

Cushing moved to accept the grant application proposal, second by Bartlett. **Approved unanimously.**

B. Accept Resignation of Stuart King

Adams started that Selectboard Vice Chair has submitted his resignation from the Board because he can no longer claim Milton as his primary Town of residence. Board members stated thanks to King for his service and dedication to the Town, and hard work on the Board.

Cushing moved to accept the resignation of Stuart King, second by Bartlett. **Approved unanimously.**

48 **C. Selectboard Message for Fiscal Year 2015 Annual Report**
49 Adams stated the Selectboard provides a message in the Annual Report that will distributed
50 leading up to Town Meeting Day. He went through the message from the 2014 Annual Report.
51 After discussion, it was decided Adams would draft a message and distribute to members for
52 feedback to finalize by early next week.

53
54 **VI. Executive Session**

55 Bartlett moved to find premature public knowledge about Real Estate and Human Resources
56 would cause the Town or person to suffer a substantial disadvantage. Second by Cushing.
57 **Approved unanimously.**

58
59 Bartlett moved to enter into Executive Session to discuss Real Estate and Human Resources
60 under the provision of V.S.A. Title 1 Section 313 a2 and a4. Barlow Casey and Wells were asked
61 to join. Second by Cushing. **Approved unanimously.**

62
63 Bartlett moved to close executive session at 7:10 PM. Second by Cushing. **Approved**
64 **unanimously.**

65
66 Bartlett moved to authorize the Town Manager to sign an option agreement and purchase and
67 sales agreement between the Town of Milton and Ruth Bombardier for a property located at 57
68 Bombardier Road. Second by Cushing. **Approved unanimously.**

69
70 Bartlett moved to authorize the Town Manager to execute a payment of 5% of the purchase
71 price in the amount of \$19,200 as a deposit. Second by Nolan. **Approved unanimously.**

72
73 **VII. New Business Continued**

74 **D. Fiscal Year 2015 Audit Discussion**

75 Fred Duplessis of Sullivan Powers, the Town's auditing firm, presented an overview of Milton's
76 fiscal year 2015 audit to the Selectboard. Discussion and questions from Board members
77 followed.

78
79 **VIII. Manager's Report**

80 Barlow Casey stated the Highway Department is looking at the plow set up on the truck that
81 handles North and Lake Roads to see if an adjustment is needed.

82
83 Barlow Casey asked the Board when it would be best to meet again to discuss the budget. It
84 was decided a special meeting would be held on Tuesday, January 12th at 6 PM.

85
86 Wells stated the Community Budget Social is scheduled for Saturday, January 16th at 10 AM in
87 the Community Room of the Municipal Building.

88
89 **IX. Warrant #13**

90 Bartlett reviewed warrant report #13. The amount of these orders is \$121,541.08

91
92 He mentioned a few items, in random order:

- 93
94
 - Desorcie Emergency Products, \$2,253.54 - Repair transducer on tower truck
 - 95 • ELSAG North America, \$26,110 - 3 license plate readers, 100% grant funded
 - 96 • Manatron, Inc., \$4,469.88 - annual support for Proval system

- 97 • Placesense, \$1,028.80 - M4D consulting (marked "overspent")
- 98 • Weststaff, \$1,544.03 - 59 hours over two week period for Finance temp
- 99 • Wexbank, \$2,144.05 - November Town vehicle unleaded fuel purchases

100
101 **X. Meeting Minutes December 28th**
102 Bartlett moved to approve the meeting minutes from December 28, 2015. Second by Cushing.
103 **Approved unanimously.**

104
105 **XI. Adjournment**
106 Bartlett moved to adjourn. Second by Cushing. **Approved unanimously.**
107
108 Adams adjourned the meeting at 9:07 PM.

109
110 *These proceedings were live-streamed and filmed by LCATV.*

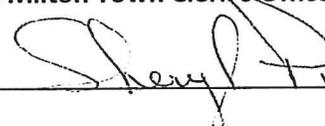
111
112 **Respectfully Submitted,**

113 

114 Date: 1/12/16

115 **John Bartlett, Selectboard Clerk**

116
117 Filed with Milton Town Clerk's Office on this 19 day of Jan, 2016

118
119 **ATTEST:**  **Milton Town Clerk**

